



CANNON BUILDING  
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**STATE OF DELAWARE**  
**BOARD OF ARCHITECTS**

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PUBLIC MEETING MINUTES:	<b>BOARD OF ARCHITECTS</b>
MEETING DATE AND TIME:	<b>Wednesday, February 4, 2015 at 1:30 p.m.</b>
PLACE:	<b>861 Silver Lake Blvd., Conference Room B, Second floor, Dover, Delaware</b>
MINUTES APPROVED:	<b>March 4, 2015</b>

**MEMBERS PRESENT**

John Mateyko, RA, Professional Member, President  
Paul Guggenberger, RA, Professional Member  
Todd Breck, RA, Professional Member  
Kevin Wilson, RA, Professional Member, Secretary  
Joseph Schorah, Public Member  
Elizabeth Happoldt, Public Member  
Richard Wertz, RA, Professional Member

**DIVISION STAFF/DEPUTY ATTORNEY GENERAL**

Jennifer Singh, Deputy Attorney General  
Flora Peer, Administrative Specialist II  
Gayle MacAfee, Deputy Director

**ABSENT**

Luther Wynder, Public Member

**OTHERS PRESENT**

Nancy Payne, AIA Delaware

**Call to Order**

Mr. Mateyko called the meeting to order at 1:35p.m.

**Review and Approval of Minutes**

The Board reviewed the minutes of the January 7, 2015 meeting. Mr. Guggenberger made a motion, seconded by Mr. Schorah to accept the minutes as presented. The motion carried unanimously.

The Board reviewed the minutes of the January 20, 2015 subcommittee meeting. Mr. Guggenberger made a motion, seconded by Mr. Wilson to accept the minutes as presented. The motion carried unanimously.

## **Unfinished Business**

### **Review Draft Legislation/Discussion of Regulation Changes**

The Board reviewed the updated draft legislation changes. Ms. Singh stated that some of the language had been updated. Mr. Guggenberger summarized the subcommittee meeting for the Board. Mr. Guggenberger stated that the subcommittee discussed the removal of 307(f), that the AIA had no objections to the changes to 308 and that the AIA's position on the changes to 309 was to wait until the after the spring NCARB meeting. Mr. Wilson stated that the Boards changes to 309 were to make it possible for applicants with many years of experience to become licensed in Delaware and that he did not see a reason to delay. Mr. Guggenberger stated that the subcommittee discussed what amount of experience would be acceptable and eventually the subcommittee came to sort of an agreement on 13 years of experience. Mr. Mateyko questioned what amount of experience the Board would be comfortable with. The Board agreed that they were comfortable with 13 years of experience.

Mr. Wilson listed the other changes to the Regulations for applicants licensed in substantially similar states and states that were not substantially similar states seeking reciprocity. Ms. Happoldt questioned how the Board would handle foreign applicants. Ms. Singh stated that the Board could define jurisdiction. Mr. Wilson stated that the Board could define jurisdiction as jurisdictions governed by NCARB. Ms. MacAfee quested how similar Delaware's requirements are to other states. Mr. Guggenberger presented Ms. MacAfee with a list he had compiled. Ms. Singh explained that the changes would allow applicants from surrounding states with many years of experience an avenue to gain licensure without an NCARB certificate. Ms. McAfee stated that the Board would need to supply the Division with a letter explaining the changes. Mr. Wilson made a motion, seconded by Mr. Breck to accept the changes including the striking of 307(f). The motion carried unanimously.

### **Discussion of Carry Over Credits – Continued**

The Board reviewed the proposal of carry over credits. Mr. Breck stated that a yearly requirement could be added to be more specific about the appropriation. Mr. Breck made a motion, seconded by Mr. Schorah to accept the proposed changes with the additional wording. The motion carried unanimously.

## **New Business**

### **New Complaints to Assign a Contact Person**

There were no new complaints.

### **Ratification of Certificate of Authorization Application(s)**

#### **Ratification of Reciprocity Applications – NCARB Certificate**

Mr. Schorah made a motion, seconded by Mr. Wertz to ratify the applicants by NCARB certification. The motion carried unanimously.

Oliver Wischmeyer III

Howard Goldberg

Colleen Brogan-McTiernan

Kendra Logan

Donald Fram

Ronald Barr

### **Review of Application(s) by NCARB - None**

Review of Re-Application(s) by NCARB

Mr. Wilson summarized Donald Rethman's application for the Board. Mr. Wilson made a motion seconded by Mr. Schorah to approve Mr. Rethman's application for licensure. The motion carried unanimously.

Review of Application(s) for ARE

Travis Durant

Mr. Wertz summarized Mr. Durant's application for the Board. Mr. Wertz made a motion, seconded by Mr. Wilson, to approve Mr. Durant's request to sit for the ARE exam. The motion carried unanimously.

James Ament Jr

Mr. Wilson summarized James Ament's application for the Board. Mr. Wilson made a motion, seconded by Mr. Breck, to approve Mr. Ament's request to sit for the ARE exam. The motion carried unanimously.

Sean Malloy

Mr. Wertz summarized Sean Malloy's application for the Board. Mr. Wertz made a motion, seconded by Mr. Breck, to approve Mr. Malloy's request to sit for the ARE exam. The motion carried unanimously.

Review of Applications by Direct Application

Scott Allen

Mr. Guggenberger summarized Scott Allen's application for the Board. Mr. Guggenberger stated that Mr. Allen is licensed in Pennsylvania and requested a waiver for the IDP. Mr. Guggenberger made a motion, seconded by Mr. Breck, to approve Mr. Allen's application for licensure. The motion carried unanimously.

Hearing Officer Recommendations

Paul Torp

The Board reviewed Mr. Torp's hearing officer recommendations. Mr. Torp stated, in his hearing, that he thought that he can completed 24 CEUs but was found to be deficient 1 CEU. Mr. Torp completed 1 CUE outside of the audit period. The Board discussed the hearing officer recommendations. Mr. Guggenberger made a motion, seconded by Mr. Breck, to accept the 1 CEU completed outside of the audit period as a makeup credit that would not be used for any other audit period, a monetary fee of \$750.00, and a letter of reprimand. The motion carried unanimously.

The Board discussed 6.7 of the rules and regulations. Mr. Mateyko requested that the discussion of the removal of 6.7 be added to the March agenda.

Kent Purdy

The Board reviewed Mr. Purdy's hearing officer recommendations. Mr. Purdy out of the 24 CEUs submitted, only 15 CEUs were HSW credits that could be accepted. Mr. Wilson made a motion, seconded by Mr. Breck, to a monetary penalty of \$1500.00, a letter of reprimand for false attestation, and proof of the completion of 9 CEUs that would be applied as makeup credits that would not be used for any other audit period. Mr. Purdy will be audited at the next time of renewal. The motion carried unanimously.

Maria Versal

The Board reviewed Ms. Versal's hearing officer recommendations. Ms. Versal had submitted 24 CEUs that had been completed outside of the audit period. Mr. Schorah made a motion, seconded by

Guggenberger, to accept the 24 CEUs completed outside of the audit period as makeup credits that could not be used for future audits, a monetary penalty of \$1500.00, and a letter of reprimand for false attestation. Ms. Versal will be audited at the next time of renewal. The motion carried unanimously.

James Bogrette

The Board reviewed Mr. Bogrette's hearing officer recommendations. Mr. Bogrette was short proof of 17 CEUs that he stated had been earned during "Lunch and Learns" that did not show up on his AIA transcript. The hearing officer recommended that he would not be issued a letter of reprimand because Mr. Bogrette had honestly believed that he had completed the 24 CEUs with the "Lunch and Learns" that were not included on his transcript. Mr. Wilson made a motion, seconded by Mr. Schorah, to accept the 17 credits earned outside of the audit period as makeup credits that would not be used for future audits, and a monetary penalty of \$1000.00. Mr. Bogrette will be audited at the next time of renewal. The motion carried unanimously.

**Other Business Before the Board (for discussion only)**

**Public Comment**

There was no public comment.

**Next Scheduled Meeting**

The next meeting will be held on March 4, 2015 at 1:30 p.m. in Conference Room B, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

**Adjournment**

With no further business before the board, Mr. Breck made a motion, seconded by Mr. Schorah, to adjourn the public meeting. The motion carried unanimously. The meeting adjourned at 3:04 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Flora Peer". The signature is stylized with a large, looped "F" and a cursive "Peer".

Flora Peer  
Administrative Assistant II